

## **IDAHO COUNCIL ON CHILDREN'S MENTAL HEALTH**

**Recommendation #4 D:** By August 1, 2001, DHW will identify operating and trustee/benefit funds that can be accessed by local councils. The ICCMH will establish criteria for local councils to access those funds. Expenditures of these funds on behalf of local councils will be tracked and reported to the ICCMH through annual reports prepared by the individual local councils.

**SUBMITTED TO ICCMH:** May 21, 2002

**APPROVAL DATE:** May 21, 2002

**REVISED DATE:** June 18, 2002

**DECISION:** The ICCMH approved the following criteria for regional and local councils to access funds. It is important to note that although the regional councils are responsible for deciding on spending, all spending must comply with the Department of Health and Welfare requirements and guidelines.

### **REGIONAL /LOCAL COUNCIL FUNDING**

These guidelines have been developed as a tool for regional councils to use in making decisions around the use of the \$50,000 available to their region. The Department of Health and Welfare has allocated the funds in each region's Health and Welfare Budget. The regional Health and Welfare Office is accountable for spending the money in compliance with the Department's FISCAL User Manual requirements, the guidelines established by the State Board of Examiners, and any requirements imposed by the Governor or the legislature.

Regional Council guidelines for the use of Council budgets.

- 1) Regional councils are responsible for deciding on how the funds will be spent within their region by the regional and local councils. The regional council will need to develop a process for authorization of local council access to the funding. Although the regional councils are responsible for deciding on spending, all spending must comply with Department of Health and Welfare requirements and guidelines.
- 2) Regional councils will report annually to ICCMH on the use of the funds. The report will include at a minimum the amount spent, type of activities funded, and results/outcomes of those activities.
- 3) The funds may be used for activities to promote the development of councils. Council development activities include training of council members, contract facilitator for council meetings, copying, computer purchases, reimbursement and stipends for parent participation, outreach, brochures, support staff, room rentals, and other activities that are needed for council formation, support and continuation.
- 4) The funds may be used to develop or increase the capacity of core services. An example would be the recruitment and training of respite care providers to increase respite capacity.

- 5) The funds may be used for services to children with SED and their families. **Funding for services may be allowed as long as a local council makes the request for services on behalf of a child with SED and his or her family.**
- 6) It cannot be used to supplant funding. This means that the money cannot be used for services that are currently being paid by another source in order to free up that funding for other uses.